

Pending & Unapproved Minutes – These minutes have not yet been formally approved by the Board of Education, and until such formal approval occurs, these minutes are subject to possible future changes.

Board of Education

Beaver County School District

Meeting Date: April 12, 2016

Last Revised: April 13, 2016

The following are minutes taken from the Regular Board Meeting, of the Beaver County School District Board of Education, held on April 12, 2016. This meeting was conducted at the District Office located at 291 North Main, Beaver, Utah, 84713.

In compliance with the American with Disabilities Act, persons needing auxiliary communicative aides and services for these meetings should contact Bonnie Bairett at 435.438.2291 or bonnie.bairett@beaver.k12.ut.us, giving at least three working days' notice.

Board Member Attendance:

- Board President—Nicholas Dotson (Precinct 2): Present
- Board Vice President—Carolyn White (Precinct 1): Present
- Board Member—Richard Limb (Precinct 4): Present
- Board Member—Lisa Carter (Precinct 5): Present
- Board Member—Kristina Brown (Precinct 3): Present

School District Personnel in Attendance:

- Dr. Ray Terry Superintendent
- Tracy Davis, Programs Director
- Todd Burke, Business Administrator
- David Cluff, Milford High School
- Brady Fails, Beaver High School
- Larry White, Beaver High School
- Karen Johnson, Milford Elementary School
- Jody Heaps, Minersville School
- Monte Hawkins, Belknap Elementary School

Other Patrons Who Attended:

- Alecia Hollingshead, Belknap Elementary Community Council
- Penny Yardley, Beaver High School Community Council
- Angela Edwards, Beaver
- Beau Bradshaw, Beaver
- Chris Blomquist, Beaver
- Kenneth Ure, Greenville
- Kari Hofheins, Beaver
- Chris Smith, Beaver

WORK SESSION MEETING (10:00 am)

A. School FY17 Trustlands Plans

- Minersville School (Mrs. Heaps)
 - The plan focuses on reading, math, and science goals.
 - The plan directs funding towards staff services for students.
 - \$500 for reading/library books
- Milford Elementary School (Mrs. Johnson)
 - Milford Elementary School is currently classified as a “Focus School” by the state.
 - Plan goals focus on math and language arts.
 - Measurement tools include ALEKS, Envision, and other tools
 - The plan uses Observertab as a teacher support and measurement tool.
 - The plan directs funding towards staff services for students.
- Milford High School (Mr. Cluff)
 - The school is projecting significant growth in language arts proficiencies.
 - Milford High School has targeted programs such as agriculture and art for future offerings for students if resources permit.
 - The plan directs funding towards a special education paraprofessional, new course offerings, class supplies, student incentives, character education, assemblies, and teacher professional development.
- Belknap Elementary School (Mr. Hawkins & Mrs. Hollingshead)
 - Plan goals focus on reading, writing, math, science, and behavior management.
 - The plan directs funding towards paraprofessionals, technology devices, classroom supplies, leveled reading library, and character education and off campus activities for students.
- Beaver High School (Mr. Fails & Mrs. Yardley)
 - Plan goals focus on math, interventions for students (academics), language arts, and music.
 - The plan directs funding towards an additional teaching position (math/science), paraprofessional, tickets to Shakespearean festival, and tickets to Tuachan.

Convened for lunch: 12:08 pm

Lunch reconvened: 12:25 pm

B. Enrollment Projections – Dr. Terry

- Currently projecting about 30 students less district wide for next year.
- Belknap is estimated to have 493 students next year.
- Beaver High School is estimated to have 461 students next year.
- Milford High School is estimated to have 207 students next year.
- Milford Elementary is estimated to have 235 students next year.
- Minersville School is estimated to have 137 students next year.

C. Review of Past Year's Discussions – Dr. Terry

- a. Top Items to Improve
 - i. Tiered Instruction
 - ii. Quality Instruction
 - iii. Improve Website
 - iv. Increased Staff Expectations
- b. December Discussion
 - i. Professional Development
 - 1. Teachers, Aides, Substitutes, All Employees
 - ii. Gifted & Talented
 - iii. Milford Elementary Expansion
- c. Roles & Responsibilities
 - i. Superintendent
 - ii. Local School Board
- d. FY17 Staffing
 - i. Keep instructional coaches
 - ii. Keep high school interventions specialist
 - 1. .5 adult ed
 - 2. .25 intervention specialist
 - 3. .25 special education
 - iii. Reduce Minersville staff by .5 fte teacher
 - 1. Move Macy Hollingshead to Belknap ES

D. Talking Points – Upcoming Budget Decisions for Next Year

- a. Mr. Burke reviewed links to resources available in Boarddocs.com, in the meeting agenda, related to common budget related questions—i.e. board budget procedures required by law, superintendent budget responsibilities, class size comparisons with other school districts, best budget practices, etc.
- b. A review of future bond new construction
 - i. *Key Decision:* Annual debt service payments will decline by approximately \$625,000 in 2019. The Board will need to determine whether or not new debt should be proposed and voted upon by the public to address specific school facility needs.
 - ii. *Key Timeline Milestones if New Debt & Construction is Pursued:*
 - 1. Public Input: through January 2017
 - 2. Define the Project(s): July 2017
 - 3. Designs and Planning Completed: January 2018
 - 4. Bond Counsel & Financial Advisor Review Work: Spring 2018
 - 5. Election Documents Filed: Spring/Summer 2018
 - 6. Public Election/Vote: November 2018
 - 7. Final Debt Service Payment at Current Levels: January 2019
 - 8. Bond Sale to Acquire Funding for Projects: Spring/Summer 2019
 - 9. Construction Begins: Fall 2019
 - 10. First New Debt Payments: August 219/January 2020
 - iii. The group determined to move forward with a public input process to consider construction alternatives. The group also agreed to provide the public with a written document summarizing information related to the alternative projects—i.e. estimated cost projections, high school gym condition, estimated tax impact, etc.
 - iv. Alternatives being considered include replacing high school gyms, 7th/8th grade high school facility additions, and other additions such as music rooms and wrestling rooms.
 - v. The Board requested engineer/architect be built into a budget to inspect current high school gyms

E. Debt Service Fund Balances – Discussion Item

- a. Currently, the fund balances in the Debt Service Fund are projected to experience a \$99,000 increase. The planned increase each year is \$280,000. This is to ensure the sinking fund account balance accumulates enough annually to pay off the QSCB bond debt when due several years from now. The reason the fund balance is not meeting planned expectations is due to a shortfall in property tax collections from a major entity in the county.

- b. The group agreed to monitor the situation for the next month or two with the hope property tax collections occur and remedy the situation. If the situation is not remedied, other alternatives will be considered in May or June.
- c. The group also agreed to work towards a Truth-in-Taxation and Budget Hearing in August in order to adequately monitor, prepare, and implement an accurate budget plan for fiscal year 2016-17.

F. Food Service Fees - 2016-17 – Discussion Item

- a. District enrollments are currently projected to be approximately 30 less students for next year. This means food service revenues will parallel this decline in enrollment.
- b. The decline in food service revenues means funding to support personnel costs related to the program are in question, and General Fund revenues may be required to support secretarial costs.
- c. The group agreed to work towards a budget plan which uses General Fund revenues to support personnel costs before considering a food service fee/price increase to students.

REGULAR BOARD MEETING - PRELIMINARY (2:05 pm)

- A. Welcome: President Nick Dotson
- B. Pledge of Allegiance: Carolyn White
- C. Public Input (none)

BOARD OF EDUCATION ITEMS (2:10 pm)

A. Student Recognitions

Minersville School:

Our character education students of the month for March (Honesty) were

- K - Chloe Marshall
- 1 - Emmett Albrecht
- 2 - Britlee Bastian
- 3 & 4 - Deegan Bailey
- 5 - Dylann Davis
- 6 - Addyson Marshall
- 7 - Dallin Smith8 - Makaylie Hollingshead

Our character education students of the month for April (Hope) are

- k - Tayzlee Bailey
- 1 - Acacia Dalton
- 2 - Helen Magana
- 3 & 4 - Kierra James
- 5 - Haylee Marshall
- 6 - Hadlee Marshall
- 7 - Trexton Bailey
- 8 - Brooklyn Crum

We also had two students do well at the regional science fair. Riley Bastian received a special award and Carson Reynolds took 2nd Place.

Rhett Marshall competed at the state geography bee at Thanksgiving Point.

Beaver High School:

The Board recognized students at Beaver High School who have made significant progress and growth.

Congratulations to this year's Regional Sterling Scholar winners:

Jamie Christensen: Winner in the English Category

Kyle Evan: Runner up in the Skilled and Technical Sciences Education Category

Caleb Christiansen: Runner up in the General Scholarship Category

Caysen Crum earned 2nd place in Physical Therapy at the HOSA State Competitions. He also qualified for Nationals.

At the Fantasy Art Festival at Hurricane High School on March 30th, we had 12 students participate. NaTayla Lopshire and Chacoy Wood received Honorable Mentions in their categories. Pernicia Puffer and Kaleb Barney received 3rd place trophies in their categories.

Parker Pingel won the Poetry Out Loud contest for Southern Utah and represented Beaver High School on a State level in Salt Lake City, where she performed phenomenally. Jamie Christensen won the State of Utah Letters About Literature Writing Contest, and her letter will now be sent to Washington, DC, to perform on a National level.

Region Solo and Ensemble:

Sophia Almeida Superior violin solo

TyAnna Gale Superior cello solo

Abby Harris Superior cello solo- state qualifier

Madilynn Riley Superior viola solo- state qualifier

String Choir- Superior

Soundwave- Superior

Jarom Harris Superior baritone solo

Clairissa Stukki Excellent soprano solo

Michaela Kerksiek and Eliza Whiting Superior duet

Chad Howard Superior baritone solo-state Qualifier

Jacob Jones Superior baritone solo- state Qualifier

Caitlin Bradshaw Superior Mezzo Sop solo- state qualifier

Katie Mariott Superior piano solo

Madilynn Riley Superior piano solo

Ben Carter Superior Piano Solo

Spencer Burke Superior piano solo

Abby Harris Superior piano solo- state qualifier

I am super proud of the students and their accomplishments at region. State will be the last Saturday of April in Utah County.

Disneyland:

The students had a very successful performance at Disneyland and also participated in some really great workshops. I will share some video of the trip with the Board. The trip was successful and the kids were really well behaved and represented BHS in an awesome way!
(Mrs. Riley)

2-A Girls Basketball All-State: Honorable Mention: Abby Yardley

B. Action Item – Exemptions or Guardianships, Transfers

Motion to Approve Made By: Kristina Brown

Motion Seconded By: Carolyn White

Board Vote:

Nicholas Dotson: Aye

Carolyn White: Aye

Richard Limb: Aye

Lisa Carter: Aye

Kristina Brown: Aye

C. Action Item – Approval of Minutes for Open/Closed Meeting(s) Held on March 8th

Motion to Approve Made By: Carolyn White

Motion Seconded By: Richard Limb

Board Vote:

Nicholas Dotson: Aye

Carolyn White: Aye

Richard Limb: Aye

Lisa Carter: Aye

Kristina Brown: Aye

D. Action Item – Travel: Schools

Milford ES – Great Basin National Park

Belknap ES – State Capitol

Milford High School Track – 150+ State Track Meet

Milford High School Music – Utah Symphony

Lagoon Physics Trip to Lagoon

Motion to Approve Made By: Richard Limb

Motion Seconded By: Kristina Brown

Board Vote:

Nicholas Dotson: Aye

Carolyn White: Aye

Richard Limb: Aye

Lisa Carter: Aye

Kristina Brown: Aye

E. Action Item – Travel: Board of Education (none)

FINANCIAL ITEMS (2:25 pm)

A. Action Item - Approval of Warrants, Budgets, Financial Reports, & Capital Expenditures Priority List

Motion to Approve Made By: Lisa Carter

Motion Seconded By: Kristina Brown

Board Vote:

Nicholas Dotson: Aye

Carolyn White: Aye

Richard Limb: Aye

Lisa Carter: Aye

Kristina Brown: Aye

B. Information Item – Bids, RFPs, Current Projects Report – Update

C. Action Item – School Trustlands Plans

Motion includes plans & amendments for 4 of 5 schools. Milford High School will return for plan approval next month.

Motion to Approve Made By: Kristina Brown

Motion Seconded By: Carolyn White

Board Vote:

Nicholas Dotson: Aye

Carolyn White: Aye

Richard Limb: Aye

Lisa Carter: Aye

Kristina Brown: Aye

D. Action Item – Plan Update for Beaver Bus Area Parking Project

The bidding process for the Milford and Beaver projects will begin in the next few days. Beaver City may join with the District to bid asphalt for city and district projects.

Motion to Approve Made By: Carolyn White

Motion Seconded By: Richard Limb

Board Vote:

Nicholas Dotson: Aye

Carolyn White: Aye

Richard Limb: Aye

Lisa Carter: Aye

Kristina Brown: Aye

E. Information Item – State Fire Marshall Release of Carbon Monoxide Systems Designs for Schools

The State Fire Marshall has reviewed the plans and designs and has released the plans for construction. The District will move forward to first bid out fire panel replacement at Milford High School as soon as possible and expects carbon monoxide system construction to occur after July.

F. Information Item – Payment for High School Auditorium Curtains

G. Information Item – Update on New Bus Purchase

H. Information Item – Update on Beaver U Handicap Accessibility

The District is currently working on bids for the ramp and door openers at Beaver U. The District expects construction to occur any time within the next few weeks.

I. Discussion Item – Future Bond Election New Construction Projects

Refer to discussion and minutes in the work session held earlier in the day.

J. Action Item – 2016-17 School Fees

Dr. Terry reviewed the changes with Beaver High School fees. Cheerleading fees are increasing from \$650 to \$800. The group recognized that the Board previously established a \$650 cap for cheerleading fees. Mr. Fails explained the first year participants would pay \$800 the first year and then less in next years (\$500). First year participants would pay more initially to buy uniforms and other supplies. The cap remains in place but is defined as an average of \$650 per year for each participant.

The motion to approve includes all High School & Elementary Fees as proposed by each school.

The motion to approve includes a Chromebook fee for all schools: \$20 per student.

The motion to approve includes Southwest ATC Fees.

Adult education fee(s) will be considered in next month's board meeting.

Motion to Approve Items Made By: Carolyn White

Motion Seconded By: Lisa Carter

Board Vote:

Nicholas Dotson: Aye

Carolyn White: Aye

Richard Limb: Aye

Lisa Carter: Aye

Kristina Brown: Aye

K. Discussion Item – 2016-17 Food Service Fees

Refer to discussion and minutes in the work session held earlier in the day.

L. Action Item - 2015-16 Closeout Plan for Necessarily Existent Small Schools

Motion to Approve Items Made By: Kristina Brown

Motion Seconded By: Carolyn White

Board Vote:

Nicholas Dotson: Aye

Carolyn White: Aye

Richard Limb: Aye

Lisa Carter: Aye

Kristina Brown: Aye

M. Discussion Item – 2015-16 Closeout Budget Estimates as of 4.6.16

Mr. Burke reviewed the current estimates for this year's closeout budget plans related to the General Fund, Capital Projects Fund, Debt Service Fund, and Food Services Fund.

The estimates for the General Fund are subject to:

- Current payroll estimates which are subject to change
- Exclusion of the state's voted leeway guarantee estimate
- Exclusion of property taxes due but not collected from a major entity in the county
- Exclusion of tax incentive financing (TIF) collections that may occur in the near future
- Inclusion of a 1.6% contingency for unknown and unpredictable future events

N. Information Item – Results of Teacher Compensation Survey

O. Discussion Item – Debt Service Fund, Fund Balances

Refer to discussion and minutes in the work session held earlier in the day.

P. Action Item – Budget Adoption Timeline

Motion to Approve Items Made By: Carolyn White

Motion Seconded By: Richard Limb

Board Vote:

Nicholas Dotson: Aye

Carolyn White: Aye

Richard Limb: Aye

Lisa Carter: Aye

Kristina Brown: Aye

Q. Information & Discussion Item – Utah State Office of Education Audit of Enterprise High School

Mr. Burke reviewed several items related to this audit, and the group discussed the importance of the following:

- Utah State Office of Education Rule R277-113, Fiscal Accountability
- A review and links available in Boarddocs.com to other USOE internal audits of school districts and charter schools
- A review of the USOE Enterprise High School internal audit and discussion of how the findings apply to Beaver County School District
- A discussion of the importance of training personnel and providing procedures and best practices to be followed by everyone

R. Information Item – Fidelity Bond for Business Administrator Position

Fidelity bond coverage for the business administrator position is expiring. The District is currently bidding the bond coverage for the business administrator position as required by the Utah Money Management Act and expects to renew this coverage any time.

INSTRUCTION & EDUCATION ITEMS

A. (4:45 pm) Information Item – Milford High School Accreditation Report

Mr. Cluff summarized the school accreditation process this year. The school earned several accommodations during the accreditation process, and the school treated the process as important school continual improvement effort. Mr. Cluff conveyed the process has been a great learning experience for him and his staff.

B. (3:10 pm) Action Item – High School Graduation, Attendance, Citizenship
(Mr. Cluff, Mr. Fails, Mr. White)

The high schools are proposing a citizenship policy which requires students to meet specific citizenship requirements for high school graduation. The proposal is based upon a scale that tracks attendance through a point scale system, and the system includes an appeals process. A

student would not be penalized for certain absences such school excused absences, doctor's excused absences, etc.

Mr. Ure commented about the importance of making sure seat time is an appropriate motivator, and seat time for some students may not be an appropriate intervention—particularly if seat time is “busy work”.

Dr. Terry expressed a concern that schools should ensure there is relevant and rigorous instruction daily in all classes.

Mr. Fails explained there are options for students to obtain graduation credits in required academic areas (math, English, Science), from which students are allowed to choose from in their course schedules.

This proposal is to be implemented for the 2016-17 school year.

Motion to Approve Items Made By: Lisa Carter

Motion Seconded By: Kristina Brown

Board Vote:

Nicholas Dotson: Aye

Carolyn White: Aye

Richard Limb: Aye

Lisa Carter: Aye

Kristina Brown: Aye

C. (3:25 pm) Action Item – 2016-17 School Calendar

178 day school year

2 days for professional development – combined with Christmas Break & President's Day breaks

The calendar is subject to Utah State Office of Education approval.

The group agreed to the importance of developing a classified employee professional development plan, and the plan is to be implemented on the two days designated for professional development.

Motion to Approve Items Made By: Kristina Brown

Motion Seconded By: Richard Limb

Board Vote:

Nicholas Dotson: Aye

Carolyn White: Aye

Richard Limb: Aye

Lisa Carter: Aye

Kristina Brown: Aye

D. Information Item – 2015-16 Stakeholder Survey Results

Dr. Terry reviewed with the Board several key points learned from the Survey. Safety for students was given a high priority in the discussions.

PERSONNEL ITEMS (4:35 pm)

- A. Action Item - BES Hiring Requests (none)
- B. Action Item – BHS: Fine Arts Teacher (no recommendation yet)
- C. Action Item - BHS Cross Country Coach, Lee Joseph
- D. Action Item – BTS Elementary Music Teacher (no recommendation yet)
- E. Action Item – MHS Media Aide, Cheri Blincoe
- F. Action Item – MHS Music Position (no recommendation yet)
- G. Action Item – MES Hiring Requests: 10 hour aide, Robbie Robison; Certified Teacher ,Heidi Thomas
- H. Action Item – L. Nielsen's Letter of Resignation

Motion to Approve all Personnel Changes (items C, E, G, H) Made By: Lisa Carter

Motion Seconded By: Carolyn White

Board Vote:

Nicholas Dotson: Aye

Carolyn White: Aye

Richard Limb: Aye

Lisa Carter: Aye

Kristina Brown: Aye

- I. Action Item – Request for Extended Leave (none)

POLICIES (4:45 pm)

A. Action Item – District Educator Evaluation Policy (2nd Reading)

Note: Add “provisional” status is to be maintained until teacher receives full licensure.

Motion to Approve Made By: Richard Limb

Motion Seconded By: Kristina Brown

Board Vote:

Nicholas Dotson: Aye

Carolyn White: Aye

Richard Limb: Aye

Lisa Carter: Aye

Kristina Brown: Aye

B. Action Item – Special Education Policy Manual

Motion to Approve Made By: Carolyn White

Motion Seconded By: Kristina Brown

Board Vote:

Nicholas Dotson: Aye

Carolyn White: Aye

Richard Limb: Aye

Lisa Carter: Aye

Kristina Brown: Aye

SUPPORT SERVICES (4:55 pm)

A. Action Item – Surplus Property, Vocational Programs (CTE)

Motion to Approve Made By: Carolyn White

Motion Seconded By: Lisa Carter

Board Vote:

Nicholas Dotson: Aye

Carolyn White: Aye

Richard Limb: Aye

Lisa Carter: Aye

Kristina Brown: Aye

B. Action Item – Enrollment Projections for the 2016-17 School Year

Motion to Approve Made By: Carolyn White

Motion Seconded By: Kristina Brown

Board Vote:

Nicholas Dotson: Aye

Carolyn White: Aye

Richard Limb: Aye

Lisa Carter: Aye

Kristina Brown: Aye

B. Action Item – Transportation School Activity Bus Trips

Request to combine 150+ mile trips with this report each month.

Mrs. Brown inquired about whether or not the May baseball/softball state tournament was an overnight trip. The administration agreed to follow up on the questions and report back to the Board in the next board meeting with more information.

Motion to Approve Made By: Kristina Brown

Motion Seconded By: Lisa Carter

Board Vote:

Nicholas Dotson: Aye

Carolyn White: Aye

Richard Limb: Aye

Lisa Carter: Aye

Kristina Brown: Aye

C. Information Item – Annual Safety Self-Inspections at Schools

DISCUSSION ITEMS (5:15 pm)

A. BEA/BSEA (none)

B. Community Councils/Parent Organizations (none)

C. Public Input (none)

D. Superintendent, Dr. Terry

- Regional Legislative Meeting, June 8th
- Reschedule May 10th board meeting to May 17th
- June Board meeting scheduled for June 7th; budget hearing scheduled at 6pm.
- Follow up with Barton Scholarship candidates

- G. Business Administrator, Todd Burke
 - a. Fixed asset inventory in fall rather than Spring
 - b. UASBO April 25-26
- H. Tracy Davis, Program Director
 - a. Reviewed staffing history for Milford Elementary School
 - b. Honors Banquet – Monday, May 2nd, 5pm, Beaver High School

CLOSED MEETING (5:50 pm)

Closed meetings by law may be held for the purpose of discussions related to the Competence and Character of Individuals, or Collective Bargaining, or Property (Purchase and/or Sale), Security, & Evaluation Committee Deliberations for Procurement.

Purpose of Closed Meeting: Collective Bargaining

Motion to Enter Closed Meeting Made By: Kristina Brown

Motion Seconded By: Carolyn White

Board Vote: Unanimous

President Dotson: Aye

Vice President White: Aye

Board Member Carter: Aye

Board Member Brown: Aye

Board Member Limb: Aye

Those Who Attended the Meeting:

Nick Dotson, Board President

Carolyn White, Board Vice President

Lisa Carter, Board Member

Richard Limb, Board Member

Kristina Brown, Board Member

Dr. Ray Terry, Superintendent

Todd Burke, Business Administrator

Tracy Davis, Programs Director

Closed Meeting Ended At: 6:45 pm

Motion to End Closed Meeting Made By: Carolyn White

Motion Seconded By: Lisa Carter

Board Vote:

President Dotson: Aye
Vice President White: Aye
Board Member Carter: Aye
Board Member Brown: Aye
Board Member Limb: Aye

DISCUSSION ITEMS - RECONVENED (6:45 pm)

I. Board Member Reports

- a. Mrs. White:
 - i. Sterling Scholar: April 27th, 6:00 pm
- b. Mr. Limb:
 - i. LEPC: Pandemic exercise, virus report
 - ii. Request for rationale for Minersville staff reduction
- c. Mrs. Brown:
 - i. Belknap Community Council Report: Door was locked for an open meeting
 - ii. Summer incentives for students
 - iii. Complaints about students watching movies and texting on chromebooks during school
- d. Mr. Dotson:
 - i. SWATC Open House

REGULAR BOARD MEETING - ADJOURNMENT (6:55 pm)

President Dotson adjourned and dismissed the meeting at 6:55 pm. Next Board meeting is scheduled for May 17, 2016.

Nicholas Dotson, Board of Education President

Todd S. Burke, Business Administrator